



# NOvA Working Group Meeting

August 03, 2005

2:00 – 4:00 PM

Snake Pit

# Agenda

- 1) Report on NOvA (and other appropriate) feedback from Directorate Meetings at OHEP. [Mont]
- 2) Discuss possibility of U of MN building to suit and lease [Cooper, Marshak]
- 3) Post mortem from Director's Preliminary Review [Cooper]
  - a) Support/Interest in/from Collaboration
  - b) L2 & L3 Managers
  - c) Formal Documentation
- 4) Review NOvA Timeline [Temple]
- 5) Discuss Attachment 1 of DOE O 413.3 – Contractor Requirements [Temple]
- 6) Configuration Management [Temple]
- 7) Report on progress and status of Action Items [Cooper]

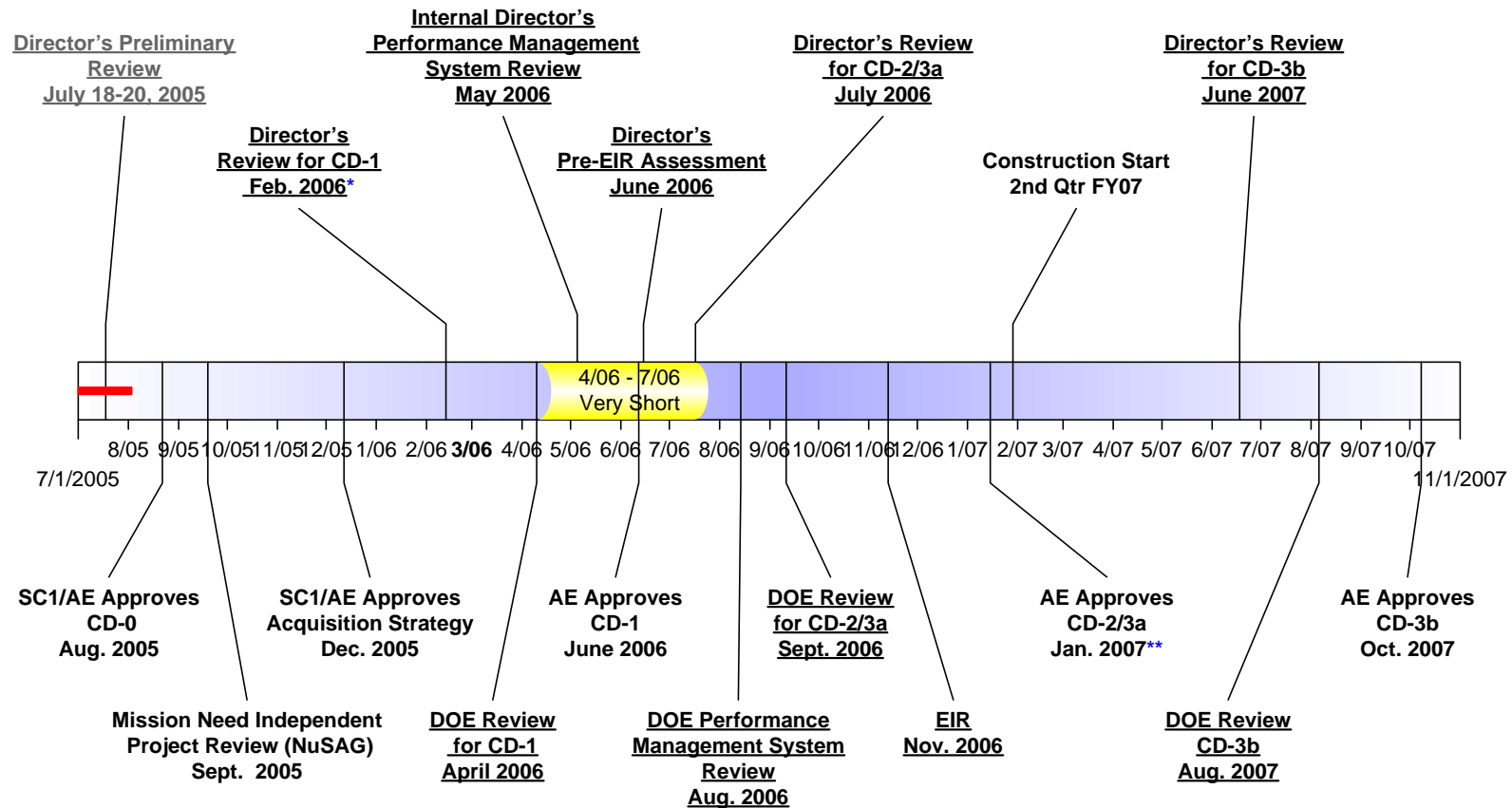


# DRAFT NOvA Project Timeline for Critical Decisions & Reviews

Updated 02-Aug-05



Fermilab



Note:

\* 6 months after L-2 Managers

\*\* 18 months after L-2 Managers

03-Aug-05

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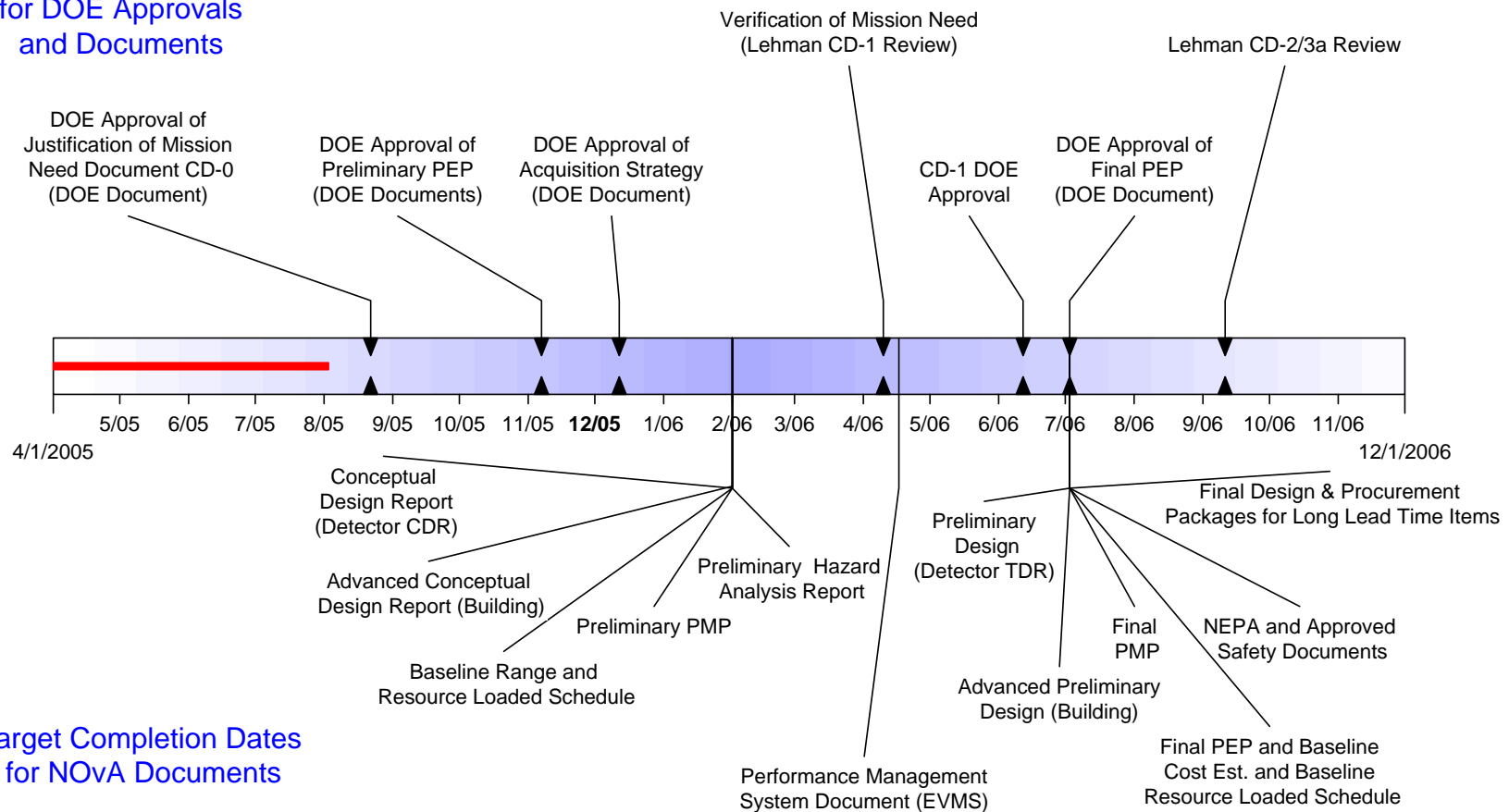
# NOvA Project

## Draft Critical Design Prerequisites

Updated 02-Aug-05



Estimated Need by Dates  
for DOE Approvals  
and Documents



03-Aug-05

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# DOE O 413.4 Attachment 1

## CONTRACTOR REQUIREMENTS DOCUMENT

### DOE O 413.3, PROJECT MANAGEMENT FOR THE ACQUISITION OF CAPITAL ASSETS

The Department of Energy (DOE) prime contractor's project management system must satisfy the following requirements.

1. The industry standard for project control systems described in American National Standards Institute (ANSI) EIA-748, *Earned Value Management Systems*, must be implemented on all projects with a total project cost (TPC) greater than \$20M for control of project performance during the project execution phase.
2. Cost and schedule performance, milestone status, and financial status must be reported to DOE on a monthly basis using DOE-approved work breakdown structure elements and data elements for all projects with a TPC greater than or equal to \$20M, except for time-and-materials contracts, firm fixed-priced contracts, or level-of-effort support contracts, for control of project performance during the project execution phase. The report must also include variance analyses and corrective action plans that integrate cost, schedule, and scope if variances exceed DOE-established reporting thresholds. Also reported will be analyses of cost and schedule trends, financial status, and baseline change control activity, including the allocation of management reserve, potential problems, and critical issues.

# DOE O 413.4 Attachment 1 (cont.)

3. For project contracts that will be accomplished by M&O/M&I contractors, the contractor must have a written Acquisition Plan that is appropriate for the requirement and dollar value of each contract and consistent with the intent of the FAR. The Acquisition Plan for a project contract to be awarded by an M&O/M&I contractor is developed by a team of contractor employees including, as a minimum, the prospective Project Manager and Contract Negotiator. The Acquisition Plan will also be concurred in by the DOE Contracting Officer.
4. Technical performance analyses and corrective action plans must be reported to DOE for variances to the project baseline objectives resulting from design reviews, component and system tests, and simulations.
5. A critical path schedule and a project master schedule must be developed and maintained.
6. Cost estimating must be an integral part of cost baseline and life-cycle cost development and maintenance, budget request development, and estimates at completion.
7. Project technical, cost, and schedule risks must be identified, quantified, and mitigated (as appropriate). Risk mitigation strategies must be developed and implemented.
8. An integrated contractor technical, cost, and schedule baseline must be developed and maintained through the use of a contractor-level change control board.

# DOE O 413.4 Attachment 1 (cont.)

9. A configuration management process must be established that controls changes to the physical configuration of project facilities, structures, systems, and components in compliance with ANSI/EIA-649, *National Consensus Standard for Configuration Management*. This process must also ensure that the configuration is in agreement with the performance objectives in the technical baseline.
10. A value engineering process must be used that identifies high-cost project activities in order to realize a maximum return on investment through the use of systems engineering trade-offs and functional analyses that identify alternate means of achieving the same function at a lower life-cycle cost.
11. A quality assurance program must be developed and implemented for the contract scope of work in compliance with DOE O 414.1A, QUALITY ASSURANCE, at the beginning of the project and maintained over the project life. This program must assign responsibilities and authority for quality, define policy and requirements, and provide for the performance and assessment of work.
12. An Integrated Safety Management system must be developed and implemented for the contract scope of work in compliance with DEAR 970-5204-2, Integration of Environmental, Safety and Health into Work Planning and Execution.
13. Sustainable building design principles must be applied to the siting, design, and construction of new facilities.

# Open Action Items

- a) Provide paper describing the 2<sup>nd</sup> site (Orr-Buyck Rd) [Marshak]
- b) John Cooper asked Kesich to e-mail Jon Cooper DOE and John Cooper recapping his interpretation of their discussion and requesting concurrence. DOE's Cooper would be talking to Peter Cybok (sp?) the NEPA compliance officer at Chicago OPs. [Kesich, Webster]
- c) Report on evaluations of EAW Contractor Proposals (due July 19) and award contract. [Cooper, Collins]
- d) Continue development of WBS.
- e) Directorate to formally appoint NOvA Project Manager (and Deputy?) [Montgomery] Action to be taken following discussion with Aesook in DC.
- f) NOvA/PPD Division Office to Plan, Schedule and move NOvA Project Office to 13NW. [Strait/Crisler & Cooper]
- g) Staff administrative support person to support NOvA Project Office. [Strait & Phillips]
- h) Establish new PMG for NOvA that is equivalent to the existing Soudan PMG as a vehicle for communications and resolving conflicts.[Cooper & Marshak]